

## CSBG Recovery Act Local Plan

*Please refer to your instructions prior to completing the Community Services Block Grant (CSBG) Recovery Act Local Plan.*

### Submit To:

Department of Community Services and Development  
Attention: Community Services Division  
P.O. Box 1947  
Sacramento, CA 95812-1947

### Section I - Agency Information

Agency Del Norte Senior Center  
Address 1765 Northcrest Dr  
City Crescent City, CA 95531

### Agency Contact Person Regarding CSBG Recovery Act Local Plan

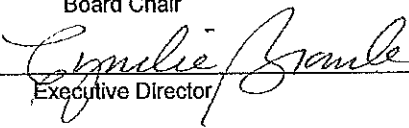
Contact Person Eileen Silvey  
Title Program Manager  
Phone 707-464-2249  
Fax 707-464-5096  
E-mail Address energymanager@charter.net

### Section II - Certification

- ☒ 1 As a part of the efforts to ensure transparency and accountability, the Recovery Act requires Federal agencies and grantees to track and report separately on expenditures from funds made available through the stimulus bill. Please check to acknowledge that your agency is aware of this requirement and has the capacity to track CSBG Recovery Act program activities and expenditures separately from all other CSBG or other funding, including activities and expenditures carried out by delegate agencies and other service providers supported by subcontracts under Recovery Act funding.

The undersigned hereby certify that this agency complies with the requirements of this CSBG Recovery Act Local Plan and the information in this plan is correct and authorized.

Board Chair

  
Executive Director

Date

5-11-09

Date

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### Section III - DUNS Number

Provide your agency's Data Universal Numbering System (DUNS) number. If your agency has not registered, do so and provide the number below.

DUNS Number 153810163

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### Section IV - CCR Number

Provide your agency's Central Contractor Registration (CCR) number. If your agency has not registered, do so and provide the number below.

CCR Number Registered 5/8/2009

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### Section V - Verification of Public Inspection

Provide verification of public inspection of your agency's CSBG Recovery Act Local Plan. Documentation of public inspection must also be provided, i.e. copy of web page, e-mail blasts, etc.)

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#### A) Describe how your agency made this Local Plan available for public inspection.

We will post this Plan on our web site and also on a partnering agency website. We will have it posted in our Main Hall for interested patrons to view. We will also have copies posted at other Local agencies.

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### Section VI - General Plans

For each question in this section, provide a comprehensive narrative of what plans you have made to date.

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#### A) Provide a description of Recovery Act projects for purposes of creating and sustaining economic growth and employment opportunities. Include a description of targeted individuals and families; services and activities; and how the services and activities are tailored to the specific needs of the community.

Current Projects include: in partnership with the Del Norte Workforce Center: Summer Youth Job Training Program, providing 7 weeks paid training to 40 -50 youth 16-24. All youth are from low-income households. Expansion of employment services to Adults and Dislocated Workers through Workforce Investment Act ARRA funds. This includes 25% (approx \$50,000) set aside for retraining. The targeted individuals are Youth: all low-income households (\$20,500 family of 4 or less), foster youth, homeless, or persons with a disability. Adults are 64% from a low-income household (in past year). 90% of persons eligible for retraining dollars are receiving unemployment (laid off workers). All services are based on an extensive, annual survey of the needs of both job seekers and business owners. Over 80% of all participants of services find employment in Del Norte County (as opposed to outside the county), clear evidence that the

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#### B) Provide a description of the service delivery system for Recovery Act projects for purposes of providing a wide range of innovative services and activities. Include a description of the geographical area served.

Service Delivery of Recovery Act Projects is through a partnership of local agencies and non-profit organizations. Over 12 different entities receiving and/or seeking ARRA funding for projects have combined efforts to share project information, avoiding duplication and insuring all community needs are met. Del Norte County is a rural and rugged county of 28,500 persons, in the northwest corner of California, bordering Oregon on the north and the Pacific Ocean on the west. There is one incorporated city, Crescent City, population 4,400, and several smaller towns, primarily along the 101 highway. A land rich in natural beauty, Del Norte County is home to Redwood National and State Parks, miles of spectacular coastline and beaches. Over 80% of the county is public land.

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### **C) Describe how your agency will use Recovery Act funds to meet the short-term and long-term economic and employment needs of individuals, families and communities.**

Recovery Act funds will be used primarily to support jobs at small businesses in Del Norte County. Small businesses comprise over 55% of all jobs in the county, and are the best hope for immediate job creation and retention. While larger businesses such as the hospital, state prison, and wood product mill are subject to funding and economic conditions beyond our control, employment and services at small businesses is something ARRA funds can have a direct impact on.

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### **D) Provide a description of how linkages will be developed to fill identified gaps in services, through the provision of information, referrals, case management and follow up consultations.**

The network of 12 agencies and organizations has established an initial linkage for coordination of Recovery Act funds locally. This includes a survey of services and identification of gaps (resulting in projects, below). This "Del Norte Recovery Act Consortium" continues to expand our information sharing, including services to individuals and businesses. Del Norte is a small community, where this level of information sharing is realistic. Linkages include release of information forms, shared lists of persons and businesses receiving services, and clear division of duties among all partners.

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### **E) Provide a description of how Recovery funds will be coordinated with other public and private resources, to avoid duplication and/or supplanting.**

The network of local agencies and organizations has a linkage for coordination of Recovery Act funds locally. Using a survey of services and information sharing we can avoid duplication of services. Since Del Norte County is a small community there is very little chance of duplicate services being offered.

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### **F) Provide a description of how the funds will be used to support innovative community and neighborhood based initiatives related to the purposes of the Recovery Act, which promotes food, housing, health services and employment-related services and activities.**

The projects described below are innovative and flexible ways of tailoring Recovery Act funds to retain and grow local jobs. Over 50% of all jobs in Del Norte County are in small businesses with 20 or fewer employees. The On-the-Job Training and Apprenticeship Projects allow training to be customized for the needs of each business. At this time in our local economy, small businesses are one of the few places where relatively small amounts of Recovery Act dollars can have an immediate impact.

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### **G) Provide a description of the community-needs assessment (which may be coordinated with community-needs assessments conducted for other programs).**

Our Community needs assessment is a multiple choice questionnaire that is designed to retrieve vital information from the community at large. We use bulk mailings, newspaper stuffings and hand outs to insure county wide saturation. Thus far we have approximately a 50% return. The results of our Community needs assessment will be in our 2010 - 2011 CAP.

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### **H) Provide a description of the service delivery system for benefit enrollment coordination activities for purposes of identifying and enrolling eligible individuals and families in Federal, State, and local benefit programs. Include a description of the geographical area served and a listing of sub-grantees provided the services and service areas.**

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### J) Describe your education and outreach projects to advertise and market the Recovery Act services and outcomes.

Education and Outreach projects include: flyers and posters which explain to participants how to apply for programs. We will advertise in the local newspaper and referrals from other network agencies.

We are building a "Reporting" page on all existing websites where we will report and track the impact of Recovery Act dollars locally.

### Section VII - Energy Coordination

For each question in this section, provide a comprehensive narrative of what plans you have made to date.

### A) Describe how your agency has/will establish a mutual referral service agreement with your local energy provider to ensure that clients receive services that support their progress towards achieving self-sufficiency.

Our Energy Programs have been part of the Del Norte Senior Center since 1981, we have been providing services for 28 years. We are a very well known in this community and have a excellent working relationship with our partnering agencies. We are also a member of the local Single Entry Point referral service.

### B) Describe the activities your agency will conduct to actively coordinate with the local energy program in employment training and job placement of clients.

Senior Center Executive Director Cyndie Brande is a member of the local Workforce Investment Board (WIB) that oversees employment and training programs in the Del Norte Workforce Center. Her participation and active input helps insure efforts of the Workforce Center are coordinated with efforts of the Senior Center.

### Section VIII - Workforce Development Projects and Activities

In this section, provide information on projects or activities that will be funded in part or totally by Recovery Act funds that will be administered by your agency. For each project or activity, include the following: title, cost, an estimate of the number of jobs created or retained, and a description of the project or activity.

#### A.1) Project/Activity #1

Title	Weatherization Support
Cost	\$10,000 - \$15,000
Est. # of Jobs	<input type="checkbox"/> Created # 2 <input type="checkbox"/> Retained #
Description	Assist the Energy Programs in providing crew persons for the LIHEAP and DOE programs, lessening the burden on the programs so as to enable them to weatherize more houses.

#### A.2) Project/Activity #2

Title	Outreach Coordinator
Cost	\$10,000
Est. # of Jobs	<input type="checkbox"/> Created # 1 <input type="checkbox"/> Retained #
Description	An Outreach Coordinator to insure public awareness of all community programs.

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### A.3) Project/Activity #3

Title

Cost

Est. # of Jobs

☐ Created #

☐ Retained #

Description

### A.4) Project/Activity #4

Title

Cost

Est. # of Jobs

☐ Created #

☐ Retained #

Description

### A.5) Project/Activity #5

Title

Cost

Est. # of Jobs

☐ Created #

☐ Retained #

Description

*In this section, provide information on projects or activities that will be funded in part or totally by Recovery Act funds that will be carried out by a delegate agency or other service provider pursuant to a subcontract with Recovery Act funds. For each project or activity include the following: title, subcontractor name, cost, an estimate of the number of jobs created or retained, and a description of the project or activity.*

### B.1) Subcontractor Project/Activity #1

Title

Food Bank Support

Subcontractor

Community Assistance Network

Cost

\$25,000

Est. # of Jobs

☐ Created #

☐ Retained # 1

Description

The Community Assistance Network food bank has served as Del Norte County's largest supplier of emergency food for 14 years, however, it is now suffering from diminished funding and is at risk of greatly reducing services and consequent employment. The Recovery Act funds will allow the CAN food bank to

### B.2) Subcontractor Project/Activity #2

Title

On-the-Job Training for Small Business

Subcontractor

Del Norte Workforce Center

Cost

\$22,800

Est. # of Jobs

☐ Created #

☐ Retained # 9

Description

On The Job Training for Small Business Project will provide funds to local small businesses for employee training. The project follows a successful existing model for On-the-Job Training, reimbursing employers 50% of wages paid while a new employee is trained, or an existing employee learns new skills to retain

### B.3) Subcontractor Project/Activity #3

Title

Apprenticeships: Partners for Success

Subcontractor

Del Norte Workforce Center

Cost

\$24,320

Est. # of Jobs

☐ Created # 10

☐ Retained #

Description

Apprenticeships: Partners for Success Project will provide funds for new apprenticeship positions at local businesses. Funding from partners (Del Norte Workforce Center, Del Norte Unified School District) is in place for appx \$15,000 in related costs (workers comp, payroll taxes, staffing). Each of 10 apprenticeships

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### B.4) Subcontractor Project/Activity #4

Title

Subcontractor

Cost

Est. # of Jobs

☐ Created #

☐ Retained #

Description

### B.5) Subcontractor Project/Activity #5

Title

Subcontractor

Cost

Est. # of Jobs

☐ Created #

☐ Retained #

Description

**B.6) If you specified any project/activity in B.1 – B.5, describe the process you will use to select the above subcontractor(s) to provide services funded in part or totally by the Recovery Act funds.**

*In the section below list all projects or activities that will be funded in part or totally by Recovery Act funds, the applicable National Program Indicator (NPI) and a description of the project or activity.*

**C) Under the regular CSBG program, eligible entities use funds to provide services and activities addressing unemployment, education, better use of available income, housing nutrition, emergency services and/ or health to combat the central causes of poverty. Such services continue to be supportable under the CSBG Recovery Act. *In recognition of the Intent of the Recovery Act, agencies are encouraged to support employment related services and activities that create and sustain economic growth.***

<i>NPI</i>	<i>Project or Activity</i>	<i>Description</i>
1.1, 1.2, 1.3, 2.2,	Energy Programs WX	crew members for enhanced LIHEAP and DOE Programs
1.1	Outreach	Outreach Coordinator to make community aware of program
1.2, 2.1	Food Bank Support	Financial assist the Community Assistance Network to retain employees for the food bank program
1.2, 1.3,	WorkForce Center	Assisting in Job placement and training

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D) Provide a description of planned Infrastructure Investments, the purpose, total cost and the rationale for funding the infrastructure investment with funds made available under the Recovery Act. (Capital Improvements are not allowable costs per P.L. 105-285 Sec. 678F)

E) Will your agency use a portion or all the Recovery Act funds for administrative costs? Check the appropriate box.

- ☐ Yes, our agency will use a PORTION of the Recovery Act funds for administrative costs.  
☐ Yes, our agency will use ALL of the Recovery Act funds for administrative costs.  
☐ No, our agency will NOT use any of the Recovery Act funds for administrative costs.

E.1) If you checked one of the "YES" boxes in E, explain how the funds allocated to administrative costs will be tracked to a measurable outcome.

### Section IX - Required Disclosures

For each question in this section, disclose any unresolved findings and/or recommendations, or any legal proceedings.

A) List all non-CSD funded programs administered by the agency within the past three (3) years that have unresolved findings and/or recommendations or have been terminated as a result of deficiencies.

N/A

B) List all legal proceedings the agency is currently involved in or has been in the past three (3) years. Include a brief description of the proceeding and the outcome. If the proceeding is currently active provide the status.

N/A

### Section X - Barriers

For each question in this section, provide information on potential barriers to your agency's success.

A) Identify any barriers that your agency feels it may face in meeting the requirements of the Recovery Act (i.e., subcontracting, staffing, workforce development, compliance with reporting, performance).

N/A